



OLD VALUES - NEW HORIZONS
COMMUNITY DEVELOPMENT
 3 North Lowell Road, Windham, New Hampshire 03087
 (603) 432-3806 / Fax (603) 432-7362
 www.WindhamNewHampshire.com

PLANNING BOARD
WETLAND AND WATERSHED PROTECTION DISTRICT
SPECIAL PERMIT APPLICATION

All applications must comply with Section 601 of the Zoning and Land Use Regulations.

Type of Development Proposed _____

Property Address _____

Property Tax Map-Block-Lot Number(s) _____

Property Owner Name _____ Property Owner Phone _____

Property Owner Mailing Address _____

Agent Name _____ Agent Phone _____

Agent Email _____ Agent Fax _____

Agent Mailing Address _____

If plan is part of a site plan or subdivision application the WWPD items may be included with the main plans set for site plan or subdivision (See Sheet 2)

If this application is **not** being included with a Site Plan application or Subdivision application, include all items from Sheet 2 and the following materials with your application:

- Two (2) large copies of your plans set and fourteen (14) smaller sets
- Fourteen (14) sets of the color photographs, as detailed in 601.4.8.3 (b)
- Abutters list and 2 sets of mailing labels
- All required fees

Owner's concurrence – the owner concurs in the representation by the agent and agrees that the information presented is accurate, agrees to the Windham Planning Board review process, and requests Planning Board approval of the above identified WWPD special permit.

Agent request – the agent seeking WWPD special permit approval requests that the Planning Board review the attached information. This information presented by the agent is to the best of his knowledge in accordance with the Town Zoning Ordinance and Site Plan Regulations and all revisions thereof.

Owner's Signature *Date* *Agent's Signature* *Date*

-----Office Use Only-----

Received By: _____ Date: _____ Case# _____

See Adopted Fee Sheet for Required Fees Paid _____ Cash/Check# _____

**Special Permit Procedures for
Wetland and Watershed Protection District (WWPD)
per Windham Zoning Ordinance, Section 601**

601.4.8.1 The following statement must be entered on the plan:

NOTE: No structure may be erected nor shall any alteration of the surface configuration of the land be permitted in the Wetland and Watershed Protection District.

601.4.8.2 Where any activity requiring Planning Board approval is proposed within the WWPD, the plan shall also indicate: the location and limits of the proposed activity; the construction techniques and sequence to be used in constructing the proposed improvements; and the protective measures to be employed to minimize the disturbance and/or degradation of the WWPD.

601.4.8.3 Where any activity requiring Planning Board approval is proposed within the WWPD, the applicant shall also submit evidence that: the WWPD disturbance is the minimum necessary to affect the proposed improvements; the proposed activity will not contribute to the degradation of surface or groundwater quality; the proposed activity is appropriate and safe to locate in the WWPD; and, the proposal is consistent with the intent and purpose of Section 601 of the Windham Zoning Ordinance. At a minimum, the Applicant shall submit:

- Plans showing profiles, cross-sections, and elevations at 50-foot maximum intervals, for any proposed street, drives, access ways, or other disturbance of the WWPD;
- Two (2) sets of color photographs (of minimum 4" x 6" size) taken in both directions along the centerline of any proposed street or access way at intervals corresponding with the intervals delineated on the plans submitted in accordance with 601.4.8.3a.

WWPD Boundary Markers Required:

Where any activity requiring Planning Board approval is proposed within the WWPD, the WWPD boundaries on such parcel (or such lesser area as the Planning Board may specify) shall be marked in order to prevent encroachment in accordance with **Section 601.4.8.4**.

Per **601.4.8.4**, the cost of the purchase of the WWPD boundary markers from the Community Development Department and the placement of them by a certified wetland scientist shall be borne by the applicant/developer or their successors in interest.*

***Upon the Approval of an Application by the Planning Board, Staff will provide you with the total amount due for WWPD Boundary Markers (per adopted fee schedule), which is to be paid when picking up the markers from the Community Development Department.**